

## **ADDENDUM NO. I**

DATE: December 22, 2015

TO: All Proposers

FROM: Janice McClelland, Assistant Purchasing Agent

SUBJECT: Addendum No. 1 – Website Development Services

PROPOSALS TO BE OPENED: January 4, 2016, at 11:00:00 a.m.

This addendum becomes a part of the Contract Documents and modifies the original specifications as noted.

### **Responses to Questions Submitted to the Assistant Purchasing Agent**

**Q1. Will all existing content be migrated to the new site?**

A1. Yes, all existing content will be migrated to the new site.

**Q2. Page 7 number D.6 mentions discussion forums, can you elaborate on how you envision these being incorporated? How does KAT plan on monitoring/moderating the forums to avoid spam or inappropriate content?**

A2. The discussion forum could be used to foster a discussion of service changes and other items concerning KAT passengers (e.g., facilitating a conversation on the recently proposed trolley changes). The designer should propose its suggested method of monitoring/moderating the forums.

**Q3. Page 7, Item D.7 mentions personalization capabilities. Does KAT envision that users will be required to register an account to utilize these personalization tools?**

A3. If the City chooses to utilize a third party e-commerce system, the user should be required to register an account.

**Q4. How many site administrators or content editors will have access to the CMS?**

A4. The City anticipates that three staff members will have access to the CMS as an administrator/content editor.

**Q5. Page 8 G mentions incorporating a third party e-commerce system, can KAT provide details on the third party ecommerce system? If KAT does not have a system in mind, should vendors propose an e-commerce system?**

A5. The vendor should propose an e-commerce system for the City's consideration.

**Q6. Does KAT have a CMS or technology preference (i.e., php vs. .NET)?**

A6. The vendor should propose as it deems appropriate.

**Q7. Has KAT identified any websites it likes the design/look and feel or looks to for inspiration?**

A7. The vendor should present its design based upon its research. The City's hope is that the site will be functional as well as unique and appealing.

**Q8. How many KAT employees will require 1 on 1 training?**

A8. The City anticipates that three staff members will require one-on-one training.

**Q9. Has KAT identified a budget or budget range for this project? If so, will that information be shared with vendors?**

A9. KAT has identified a budget for the website design, but that information will not be shared with vendors.

**END OF ADDENDUM NO. I**